



City of Toledo Department of Human Resources

Tyrome Alexander, Director

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To: Chairman Larry Sykes and Members of Toledo City Council

From: Tyrome Alexander, Director, Department of Human Resources [TA](#)

Re: Department of Human Resources Report – Finance and Debt Oversight Committee
Hearing –August 22, 2019

Grievances, Suspensions and Terminations, July 25, 2019-August 22, 2019:

	GRIEVANCES	SUSPENSIONS	DISCIPLINARY TERMINATIONS	RESIGNATIONS IN LIEU OF TERMINATION
Teamsters Local 20	0	0	0	0
AFSCME Local 7 Main Unit	2	5	0	0
AFSCME Local 7 Communication Operators Unit	0	0	0	0
AFSCME Local 2058 Main Unit	2	0	0	0
AFSCME Local 2058 Communication Operators Unit	0	0	0	0

Highlights from Human Resources, July 25, 2019-August 22, 2019:

- Conducted monthly meeting of the Employee Engagement Committee. The Committee presented new on-boarding checklists and welcome letters for immediate use by divisions and departments when hiring new employees. In addition, the Committee finalized the values, mission and vision for the city and will be presenting the draft to the executive leadership team.
- Prepared presentation on the department's three (3) year strategic plan for the annual retreat of executive leaders.
- Met with representatives of the Division of Streets, Bridges and Harbor and the Department of Finance to discuss and prepare for upcoming leaf removal season.
- On behalf of the administration, worked on updates to the Toledo Municipal Code Chapter 2101 for the purpose of recruitment and succession planning.
- Drafted and reviewed questions and scheduled interviews/skills tests for the following positions: Administrative Analyst 3 (Accounts/Finance); Plumber/Steamfitter; Police Records Clerk; Safety and Training Technician; Tree Service Worker; Watermain & Service Repair Worker/Sewer and Drainage Service Worker (joint skills test).